

REQUEST FOR INCREASE IN TABLE OF ORGANIZATION

NOTE: Submit this form in original only.

FROM: Chief of Procurement

THIS DATE 21 September 1951

TO: DEPUTY DIRECTOR FOR ADMINISTRATION ☒ APPROVED ☐ DISAPPROVED

THROUGH: Advisor for Management ☐ CONCUR ☐ NON-CONCUR

Personnel Director ☒ CONCUR ☐ NON-CONCUR

Comptroller ☒ CONCUR ☐ NON-CONCUR

Signed - JHP. fm

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SAL

It is requested that an increase in the present T/O of the Procurement Office be approved for 11 new positions.

OFFICE

NUMBER

BRANCH, DIVISION OR

The current status of the T/O for this organizational segment is as follows:

Present T/O - - - - -

On Duty - - - - -

In process and awaiting EOD - - - - -

Proposed (new T/O) - - - - -

Funds (are) ~~not~~ available.

Degree of urgency: (Reference attached justification)

Reference: Memorandum of this office dated 13 September 1951, "Personnel Requirements for Additional Warehousing Facilities."

SIGNATURE OF ASSISTANT DIRECTOR OR OFFICE CHIEF

ANDREW E. VAN ESSO

(38)

FORM NO. 30-20
JAN 1951

SEP 24 1951